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0015
58-1590

9 APR 1957

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT: Transfer of Certain Staff Employees to Contract Status [redacted]

REFERENCES: a. Memorandum dated 17 March 1958 from [redacted] to [redacted] Director of Communications (attached).
b. Memorandum dated 22 March 1958 from Deputy Director (Support) to Chief, Management Staff (attached).

1. This memorandum contains a recommendation for your approval. Such recommendation is contained in Paragraph 6.

2. The following listing of [redacted] positions on [redacted] T/O are those proposed for transfer from Staff Employee status to that of Contract employment. (Reference a. corrected with the [redacted])

Maintenance and Engineering Division - [redacted]

Truck Driver	WB-6
Truck Driver	WB-4
Truck Driver	WB-3
Maintenance Helpers [redacted]	WB-7
Laborers [redacted]	WB-3

Security Division - [redacted]

Guards [redacted]	GS-4
Firefighter	GS-5
Firefighters [redacted]	GS-4

[redacted]	WB-2
[redacted]	WB-9
[redacted]	WB-9
[redacted]	WB-9

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25X1A



WB-6
WB-3
WB-2
WB-2

25X1A

3. Agency Regulation [] permits the transfer of Staff Employees to a Contract status, as follows:

a. 1.a.(5):

"a. The Central Intelligence Agency may engage individuals by contract:....

"(5) When the individual's primary employer or interest is not the Central Intelligence Agency and the services the Agency desires from him are supplementary to his primary interest or vocation."

b. 1.b.(6):

"b. The utilization of individuals by contract will be subject to the following restrictions:

"(6)....Similarly, Staff personnel will not be transferred to a Contract status except under extraordinary circumstances, and then only when approved by the Operating Official concerned."

c. 2.a. (Contract Employees):

"a.They will work under controlled and supervised conditions and be compensated on a salary basis. While not Staff Employees of the Agency they have an employee relationship to the United States Government and will receive rights, benefits and privileges in accordance with their citizenship status...."

4. The transfer proposed in Paragraph 2 above is feasible and advantageous. T/O and ceiling positions will be saved. More flexibility and latitude in control of work performance will be secured. Contribution to overhead saving will be obtained. [] permits the shift-over. Pressure on Agency ceiling warrants this action.

25X1A

5. The following summary describes the [] T/O and ceiling. This summary includes the above proposed transfer, together with three others recently recommended for approval:

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25X1A

Current T/O and Ceiling
Less one position of Architect Engineer
loaned from Office of Logistics

Less 14 positions: Records Center Division (12) plus 2 couriers transferred to Management Staff (now accomplished)

Less 6 positions gained by closing

25X1

25X1A6D

25X1A

Less positions transferred from Staff to Contract Employees

25X1A6D

Total T/O and ceiling

25X1A

25X1A9A

Chief, Management Staff

25X1A6D

2 Attachments
Memo. dtd 17 Mar 58 from
to D/Commo. (cy)
Memo. dtd 22 Mar 58 from IDS to
C/Management Staff

CONCURRENCES:

12/

Director of Communications

Date: *4/11/58*

25X1A9A

2

Director of Security

Date: *4/11/58*

** See memo*
Non Concur -

Comptroller

Date: *4/11/58*

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Subject: Transfer of Certain Staff Employees to Contract
Status at

25X1A6A

Comments, continued:

General Counsel

Date:

Director of Personnel

Date:

The recommendation in Paragraph 6 is approved.

H. GATES LLOYD
Acting Deputy Director (Support)

Date:

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